

**South West Regional DCFS Child Welfare  
Quality Improvement Committee  
Meeting Minutes  
01 August 2016  
12:00 1:00 p.m.**

**Mission Statement:**

The Southwest Region Quality Improvement Committee (QIC), working in partnership with the Division of Child and Family Services (DCFS), advocate for the client well-being by identifying areas of Improvement and promoting changes within the child welfare system

**Attending: ST. George** – Dave Rabacchi, Ben Ashcraft, Martha Beacco, Karen Goff, Jodi West, Tami Fullerton,

**Cedar City** – Tara Taysom, Kelly Stapley

**Excused:** Lori Orton, Amy Bates and School Counselors

**Visitors: Jodi West**

**Introductions/News/Announcements:**

**Introduction of New Committee Member - Jodi West. Approved as a Committee.**

**Jodi: 10 – 15 minutes to discuss “Help Me Grow Program”**

- **Flyer attached**

**Review and Approval of Previous Meeting Minutes: Approved for June**

**Committee Member Reports:**

- A. CJC:
- B. C.A.S.A.: **New CASA Director in November**
- C. Utah Foster Care:
- D. DJJS: **Pew Research Center (Letter attached)**
- E. School District:
- F. Community Members:
- G. DCFS:
- H. Paiute Tribe: **Clinic opened to the Community- There is a sliding scale in NO Ins.  
Continued Education with Mike Blake “The Choking Game”  
Cliff Farnsworth with Training hrs. and light dinner.  
Cultural Training for Foster Parents with Community Spiritual Leader**

**AGENDA:**

1. Creating a standing committee for the annual Appreciation/Recognition  
Forward: The recognition event struck me as quite successful and worthy of replication. Ben and the other key organizers deserve recognition and thanks. It would benefit QIC to formalize the recognition activity that is making it one of our improvement activities.  
Here’s the thought:

**DCFS Annual Recognition Event:** SW QIS considers a motion in general session (regular meeting) to establish a standing committee, formed each year at the first regular monthly meeting to be responsible for planning, managing and conducting the annual DCFS recognition event.

Included in the event logistics is the expectation that the Recognition Committee prevail upon DCFS Regional Management to make employees aware of the event and encourage their participation.

- Dave would like to see more participation from the QIC Committee to help sponsor the Recognition Luncheon for DCFS.
  - Set a Committee of 6 members
  - \$450 Invoice
  - Would the Paiute Tribe be willing to help out again with awards?
2. QIC content should be saved for a later meeting or included as advisory, pending status as new business
  3. Alternate: Rollout: creating talking points, discussion, launch recommendations for QI items/topics
  4. New business item is: Create Speakers List ( Committee to ID speakers to pursue)
  5. Adopting Robert's rules (short form) propose a resolution adapting Roberts Rules of Order for all general session meetings.  
Easy to use versions are available on line and are obtainable through Amazon.com  
Meetings become much more effective when standards are applied.

#### **Develop QIC submissions:**

- Provide parents/foster parents with an accurate and up to date source for obtaining court ordered services. Jump starts the parental efforts with information and support. Too many parents are distracted by events or physical distractions to be effective, slowing and challenging their performance. Some “hand holding” during the first two-to-eight weeks will enhance positive performance and drive earlier and lasting positive results
- Carefully monitor schedules: Parents, children and others complain that home life is often made frantic and difficult. Certainly un-intended the children’s scheduling should fit the parents ability to provide transportation/support, and must give the family enough flexibility to function.
- Insure that the GALs are informed in a timely and accurate manner of any items that would affect the disposition or assumptions of a case. Ally with CASAs to ensure effective communication and knowledge of a case.
- Consider closer reliance on school officials. Physical well-being, personal health and hygiene as well behavior and learning are on display at schools.
- UFACET appears to be a robust and valuable tool. Redesigning its format might provide some source for comparable evaluation. With the Child’s support team using the same evaluator, we

might achieve better information, without nuance or jargon. Not suggested as a primary tool, but as a common scoring device for the team.

- **UFACET is a Tool for the agency. The Agency is still actively working in the system it's a tool**

- Mine the 04/04 meeting minutes for School Related items

The items above are offered as a starting point, I believe that establishing the annually recurring Recognition Committee and adapting a user friendly version of Robert's Rules puts us into an effective form and speeds our efforts/meetings towards results.

The proposed QIC items are a starting point; they require discussion, amendment and acceptance to go forward. The items above are a start. Conversation might point to additional items and eventually all would be subject to rating, ranking and submission to regional management for acceptance and or adoption.

#### **QIC Conference:**

**I hope all is going well! We are hosting a QIC Summit along with DCFS CWI. From feedback from the region QIC, we are asking each region to send up to 5 members to attend. We have put together a survey to help us plan for the event and make sure it meets everyone's needs. Will you please connect with your local QIC and decide who will attend and send me a list of their email addresses so that I can get the survey out in a timely manner? The event will be held Oct 25th from 8 am to 5 pm and we will provide lunch and a hotel room the night before for participants from Eastern and South Western regions.**

**Action Items:** Dave or Ben will follow up on Guest Speaker Christine Oliekan for Sept or Oct.  
Kelly or Lori Cheryl Dalley 3 Oct. 2016 (Fatality Review) Will contact the NEW Admin. To come and talk to the QIC Committee.

**Adjourn:** 1:00 p.m.

**Next Meeting:** 12 September 2016

03 Oct. 2016

07 Nov. 2016

NO DECEMBER

09 Jan. 2017

06 Feb. 2017

**Public Comments** (brief mention of items that may be included on future agenda's)

**QIC Website:** QIC website at <http://www.utahqic.utah.gov/>. --Carol Miller

#### **Report Child Abuse**

24-Hour Reporting Hotline

1-855-323-3237